



State of Wisconsin \ DEPARTMENT OF NATURAL RESOURCES

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Date

SUBJECT: Application for Reissuance of WPDES Permit

Dear Permittee:

The full term of your current Wisconsin Pollutant Discharge Elimination System Permit (WPDES) is 5 years. If you wish to continue the discharges authorized by your permit after the date of expiration, you must complete and submit an application for permit reissuance on the enclosed forms to the Department of Natural Resources (the Department) at least 180 days prior to the expiration date of your permit. This is required by both state and federal law to allow time for review of the application, public notice, possible public hearing, and issuance of a new permit prior to the expiration date. The information requested on the forms included in this permit application package is the result of state and federal regulations governing the WPDES permit program.

The Department has significantly revised its permit application form. In the instructions provided with the revised permit application you should find the section titled "Contents of Your WPDES Application". Please review this section of the instructions now to make sure your application package contains all of the application materials you think you will need. If it appears to be incomplete, our records may not contain the most current information for your facility. You can contact me for the missing sections or you can find them on our website at <http://www.dnr.state.wi.us/org/water/wm/ww/index.htm>. You can download and print information from the website and use it to supplement this application. However, please be aware that you cannot file applications on-line at this time.

If you discharge to surface waters, effluent monitoring for a number of pollutants is required as part of this application. Please plan accordingly so that results are available to submit with the application. Some pollutants require multiple tests. To see which parameters require multiple tests, review the section of the application titled, "Effluent Monitoring Requirements." Each parameter in this section must be sampled as many times as there are rows provided in the tables for sample results. For example, when four rows are provided for copper results, the effluent must be sampled and tested for copper on four different occasions.

If you wish to have your permit considered for higher categorical effluent limitations that reflect an increase in production, you must request the change in a separate letter, which you may include with your permit reissuance application submittal. The application instructions specify what information must accompany your request letter (see Contents of Your WPDES Permit Reissuance Application Package, Supplemental Information Requests in the instructions that accompany this application).

You should understand that the reissued permit may impose further limitations on the discharge of pollutants and may include a schedule of compliance for construction or other steps that are necessary to meet any such limitations. As always, the procedures for reissuance of your permit include your right to request a public hearing following public notice of the draft permit and to petition for an adjudicatory review within 60 days following permit reissuance.

Completed forms and supplemental information should be mailed to:

Wisconsin Department of Natural Resources
Regional Office (see web site for listing)

If you have any questions concerning the procedures or information required on the form, please feel free to contact me at (phone number for permit drafter).

Sincerely,

XXXXXXX

cc: